

25X1

 Copy 5 of 5

12 December 1955

MEMORANDUM FOR: Finance Division, Accounts Branch

25X1

 SUBJECT : - Travel Claim for
22 November 1955

1. It is requested that subject officer's lll.1 account be credited in the amount of \$58.74. The difference between this claim and the related travel advance of \$75.00 drawn on 16 November 1955 has been liquidated by a refund of \$16.26. (See receipt number B-1036 dated 8 December 1955.)

2. For your protection in taking this action, I certify that there is in the custody of the Project Comptroller a sufficient voucher which is consistent with Agency regulations, approved by an appropriate approving authority and certified by an authorized certifying officer in the amount of \$58.74. This expense is properly chargeable as follows:

<u>TRAVEL ORDER NO.</u>	<u>ALLOTMENT SYMBOL</u>	<u>OBJECT CLASS</u>	<u>AMOUNT</u>
PCS-DCI-Proj 196-56	6-1004-10-001	02.1	\$ 58.74

3. The Security Office has requested that this voucher not be released through normal administrative channels.

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 Administrative Officer (Finance)
Distribution:

- 2 - Addressee
- 1 - Voucher file
- 1 - Proj. personnel file
- 1 - Chrono.

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